



**DISTRICT OF COLUMBIA
Board of Funeral Directors
1100 4th Street SW, Conference Room E300
Washington, DC 20024
Meeting Minutes
Thursday, February 2, 2017**

The District of Columbia Board of Funeral Directors held its regularly scheduled meeting on Thursday, February 2, 2017, at 1100 4th Street, S.W., Room E300 A-B, Washington, D.C. The Board held its Executive Session to discuss complaints and receive legal counsel report.

The meeting was called to order by Chairperson Lynn Armstrong Patterson at 1:33 PM.

Board Members Present: Lynn Armstrong Patterson, Randolph Horton, John McGuire, Asanti Williams

Board Members Absent: None

Staff Present: S. J. Brown, *Board Administrator* Pamela Hall, *Board Administrator*, Kia Winston, *Legal Advisor*, George Batista, *Investigator* and Clifford Cooks, *Program Manager*

Agenda Item: Comments from the Public

None

Agenda Item: Minutes

Upon a motion duly made by Board member John McGuire and properly second by Board member Asanti Williams, the Board unanimously voted to approve the minutes with corrections for the January 5, 2017 meeting.

Executive Session

Upon a motion duly made by Board member John McGuire and properly second by Board member Asanti Williams, the Board unanimously voted to go into executive session.

Agenda Item: Complaints

Upon a motion duly made by Board member John McGuire and properly second by Board member Asanti Williams, the Board unanimously voted to send the matter of Shaun Reid to Regulatory Investigation Section for investigation of unlicensed activity. Also, OPLA Investigator Batista was directed to obtain answers from the Vital Records Division to specific questions pertaining to Mr. Reid's actions interfacing with the Vital Records system.



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Agenda Item: Old Business

Funeral Home Establishment Tax Rate/Regulations: The Board anticipates a discussion with the Office of Tax and Revenue (OTR) representative to discuss the Tax Rate for “Morticians” 9 DCMR § 450, tax regulations for funeral home service providers at its April 6, 2017 Board meeting. Questions will be developed to discuss OTR regulations that apply to funeral home service providers, to receive clarity on taxes and the antiquated language of the regulations.

Practical Examination Dates: The Board agreed that April 13, 2017 will be the date for Funeral Directors practical exam.

Agenda Item: New Business

Federal Trade Commission: The Board will provide the Federal Trade Commission (FTC) with a Funeral Director data listing to allow FTC to provide DC licensees with “Funeral Rule” on itemized pricing for Funeral Services.

Agenda Item: Next Meeting

The next meeting is scheduled for Thursday, February 2, 2017 at 1:00 pm.

Agenda Item: Adjournment

Upon a motion duly made by Board member John McGuire and properly seconded by Board member Asanti Williams, the Board unanimously voted to adjourn the meeting at 3:26 pm.

Respectfully submitted,

Lynn Armstrong Patterson, Chair

Date

Recorder: S. J. Brown, Board Administrator